



*Embassy of the United States of America*

Lome -Togo

January 4<sup>th</sup>, 2021

To: Prospective Quoters

Subject: Blanket Purchase Agreement for shipping Diplomatic mail, Pouches and Cargo

Solicitation Number: **19T04021R000**

The United States Embassy in Lome would like to enter into a Blanket Purchase Agreement (BPA) with a vendor for shipping Diplomatic mail, Pouches and Cargo. This BPA would be for 1-year period with 2 option years from the date of acceptance of the agreement.

Please review the attached BPA stating terms and conditions applicable to providing these services and submit a price list for such services. As you will notice, some terms and conditions have been left blank as they will be filled in only after the selection.

Please submit your price list by January 20, 2021 at 09:00 pm.

If you have any question or need any clarification regarding this agreement, you can direct them by letter to:

Contracting Officer  
American Embassy  
4332 Boulevard Gnassingbé  
BP: 852  
Lome, Togo

or by telephone to: 22-61-54-70 during regular business hour

or by email through [LomeProcurement@state.gov](mailto:LomeProcurement@state.gov). We are looking forward to hearing from you.

Sincerely,

---

Carl Vimmerstedt  
Contracting Officer

Enclosure